

**Report Date:** 29 Apr 2015

**Summary Report for Individual Task**  
**805B-79T-5505**  
**Implement a Recruiting and Retention Noncommissioned Officer Apprenticeship Program**  
**Status: Approved**

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**Distribution Restriction:** Approved for public release; distribution is unlimited.

**Destruction Notice:** None

**Foreign Disclosure: FD1** - The materials contained in this course have been reviewed by the course developers in coordination with the RRS, Fort Jackson foreign disclosure authority. This course is releasable to students from all requesting foreign countries without restrictions.

**Condition:** You have just received a new 79T Apprenticeship Checklist and need to implement it for your company/region. You have access to reference materials, applicant records, your computer workstation, internet, general office equipment, and leadership guidance. Standard MOPP 4 conditions do not exist for this task. See the MOPP 4 statement for specific conditions.

**Standard:** Implement an Apprenticeship Program to be utilized by the section chiefs for all newly hired RRNCOs. (begin at hire date , do not wait till after completion of RRNCO Course)

**Special Condition:** None

**Safety Risk:** Low

**MOPP 4:** N/A

Task Statements
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**Cue:** None

DANGER
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None

WARNING
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None

CAUTION
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None

**Remarks:** None

**Notes:** None

**Performance Steps**

1. Train Section Chiefs on use of RRNCO Apprenticeship Program checklist.
2. Monitor for Compliance.
3. Refine Checklist as Policy Changes Occur.

(Asterisks indicates a leader performance step.)

**Evaluation Guidance:** Score "GO" if Soldier correctly performs all performance measures. Score "NO GO" if Soldier incorrectly performs one or more performance measure. Provide on-the-spot correction should the Soldier experience minor difficulty. Consider directing self-study or on-the-job-training for Soldiers who experience major difficulties in task

performance.

**Evaluation Preparation:** This task may be evaluated by two methods; a. Self Evaluation. Perform the task on the job using the materials listed in the Conditions Statement. Evaluate yourself, using the performance measures, graded IAW the Evaluation Guidance section. b. Supervisor's Evaluation. Ensure that the soldier(s) have the material shown in the Condition Statement to accomplish the task. When you feel they are able, have them perform the task on the job. Grade them using the Performance Measures, IAW the Evaluation Guidance section.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Trained Section Chiefs on use of RRNCO Apprenticeship Program Checklist.			
2. Monitored for Compliance.			
3. Refined Checklist as Policy Changes Occurred.			

**Supporting Reference(s):**

Step Number	Reference ID	Reference Name	Required	Primary
	AR 601-210	Active and Reserve Components Enlistment Program	Yes	No
	NGR 601-1	Personnel Procurement - Army National Guard Strength Maintenance Program	Yes	No
	STP 12-79T25-SM-TG	Soldier's Manual and Trainer's Guide, Skill Levels 4/5, MOS 79T, Recruiting and Retention NCO, Army National Guard	Yes	No
1.	AR 601-210	Active and Reserve Components Enlistment Program	Yes	No
1.	NGR 601-1	Personnel Procurement - Army National Guard Strength Maintenance Program	Yes	No
1.	STP 12-79T25-SM-TG	Soldier's Manual and Trainer's Guide, Skill Levels 4/5, MOS 79T, Recruiting and Retention NCO, Army National Guard	Yes	No

**Environment:** Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT.

**Safety:** In a training environment, leaders must perform a risk assessment in accordance with ATP 5-19, Risk Management. Leaders will complete the current Deliberate Risk Assessment Worksheet in accordance with the TRADOC Safety Officer during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Decontamination.

**Prerequisite Individual Tasks :** None

**Supporting Individual Tasks :** None

**Supported Individual Tasks :** None

**Supported Collective Tasks :** None

**ICTL Data :**

ICTL Title	Personnel Type	MOS Data
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79T-ARNG Recruiting and Retention-SL5	Enlisted	MOS: 79T, Skill Level: SL5, ASI: V7, Duty Pos: REA, SQI: 4
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